

Acknowledgement of Goods Delivery Receipt

DOCUMENT DETAILS

Document No.	GD-2024-001	Date	2024-06-20
Supplier/Deliverer	ABC Supply Co.	Recipient	XYZ Industries Ltd.
Delivery Location	Warehouse 2, 123 Sample Street, City, Country		

DELIVERED ITEMS

#	Item Description	Quantity	Unit	Remarks
1	Industrial Gearbox Model X1	5	pcs	-
2	Lubricant Oil (20L drum)	10	drums	Sealed
3	Protective Packaging Material	8	rolls	-

ACKNOWLEDGEMENT

We hereby acknowledge receipt of the above-mentioned goods in apparent good order and condition, unless otherwise stated above, and confirm delivery at the specified location.

Recipient's Name & Signature

Date: _____

Deliverer's Name & Signature

Date: _____

IMPORTANT NOTES

- This document serves as formal proof of delivery and receipt of goods.
- Verify all items and quantities before signing the receipt.
- Report any discrepancies or damages immediately upon delivery.
- Both parties should retain a signed copy for record-keeping.
- Unsigned or altered documents may not be considered valid.